



NORFOLK

City Planning Commission 2011 Report to City Council

Planning Commission

Mark Warlick, Chairman

Lisa Chandler

Brad Law

Richard Diamonstein

Syble Stone, Vice Chairman

Earl Fraley, Jr.

Martin Thomas, Jr.

Approved: February 23, 2012

Department of Planning and Community Development

Chairman's Message

February 23, 2012

To the Honorable Mayor and Council
City of Norfolk, Virginia

Ladies and Gentlemen:

On behalf of the City Planning Commission, I am pleased to forward this summary report of activities for 2011. Most notably, the Commission over the last twelve months saw a 20% increase in the number of planning and zoning applications reviewed, reversing a three year trend of fewer than 150 applications processed annually.

Looking forward, the Commission envisions a busy 2012 with both the St. Paul's Area Plan and also the General Plan update, *plaNorfolk 2030*, due to be finalized and advanced for City Council consideration and action. In addition, multiple ordinance revisions designed to help make Norfolk a more vibrant, dynamic and livable city are presently being studied and should be considered in the coming year.

The Planning Commission is also strongly committed to increasing its online presence in order to make as much information related to its work and activities available publically as early as possible. This initiative should be a priority in 2012.

The continuing confidence and support of City Council in our role of helping to guide and direct the future growth and development of Norfolk is acknowledged and appreciated. The Commission would also like to thank the staff of the Department of Planning and Community Development for their professionalism and support of our work.

Sincerely,



Mark B. Warlick
Chairman

CC: Marcus D. Jones, City Manager
Frank M. Duke, AICP, Planning Director

Norfolk City Planning Commission

The Norfolk City Planning Commission is a seven-member body, appointed by the City Council, responsible for the review of land use and zoning matters for the City of Norfolk. The Commission makes recommendations on various matters to City Council, which is ultimately responsible for making a final decision. The City Planning Commission is also responsible for the development of the City's General Plan.

City Planning Commission members in 2011 were: Mark Warlick, Chairman; Lisa Chandler; Richard Diamonstein; Earl Fraley, Jr.; Brad Law; Syble Stone, Vice Chairman; and Martin Thomas, Jr. Mr. Thomas was appointed on April 14, 2011, filling a position that had been vacant since late-2010. Frank Duke, Director of Planning and Community Development, served as Executive Secretary to the Commission.

The Planning Commission met on 23 separate occasions in 2011, the second and fourth Thursday of every month, excepting November where only one meeting was held, on the third Thursday. The table below illustrates each Commissioner's attendance for the year.

	Meetings in Attendance	Meetings Absent
Mark Warlick, Chairman	22	1
Lisa Chandler	18	5
Richard Diamonstein	16	7
Earl Fraley, Jr.	21	2
Brad Law	14	9
Syble Stone, Vice Chairman	21	2
Martin Thomas, Jr.	14	2

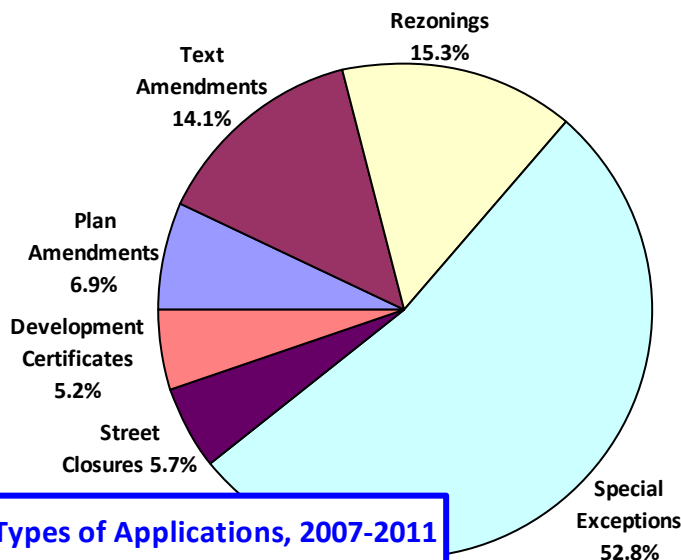
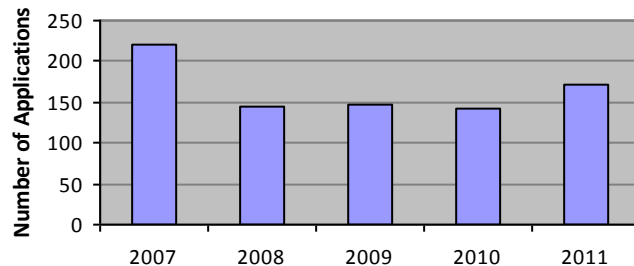
In 2011, the Planning Commission processed 171 planning and zoning applications and 91 design review applications. Additionally, the Commission considered presentations on several other topics throughout the year, including eight sessions working with Planning Department staff to develop draft chapters of the City's General Plan update, *plaNorfolk 2030*.

Applications Reviewed – 2007-2011

2011 saw a reversal of a three-year trend of declining applications to the Planning Commission, with total applications rebounding to 171 in 2011. Between 2007 and 2011, the Planning Commission processed 824 planning and zoning applications, an average of about 165 per year. After 2007, when 221 applications

were processed, applications declined to just under 150 per year. Almost 53% of applications between 2007 and 2011 were for special exceptions, by far the leading

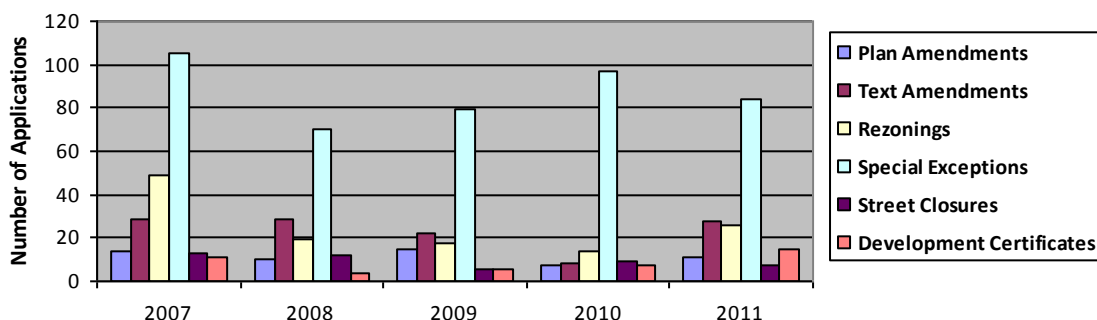
Total Applications Received, 2007-2011



Types of Applications, 2007-2011

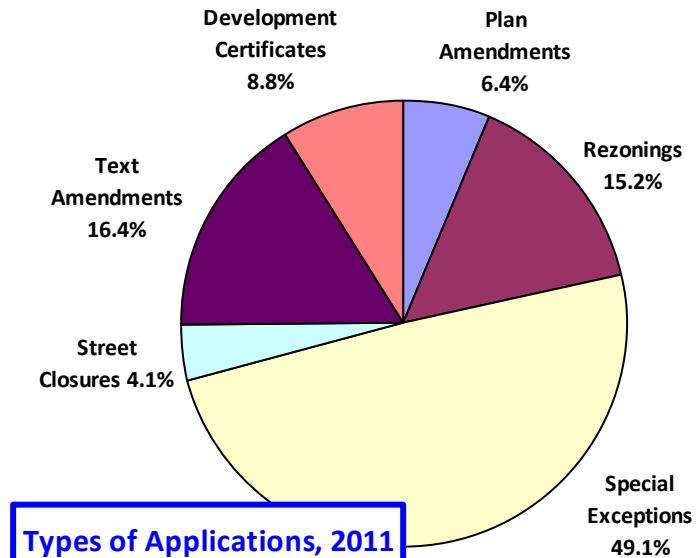
category of application. Rezoning applications represent the next most common application type, with about 15% of the total. Rezoning applications saw the most dramatic change between 2007 and 2011, falling from 49 in 2007 down to 14 in 2010, before increasing to 26 in 2011. The third most common application type since 2007 has been the zoning ordinance text amendment, representing about 14% of the five-year total.

Planning Commission Activity, 2007-2011



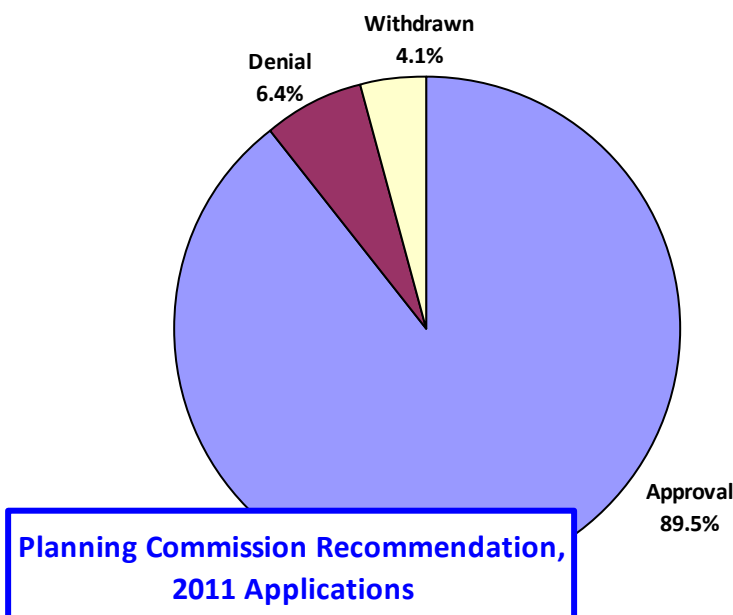
Applications Reviewed in 2011 – Planning & Zoning

The 171 planning and zoning applications reviewed by the Planning Commission in 2011 represent about a 20% increase over the 142 applications reviewed in 2010. Special exception applications, over 49% of the total, were by far the most common type of application processed in 2011. The next most common applications were zoning text amendments (16%) and rezonings (15%). The following table illustrates the disposition of all applications processed in 2011.



	CPC Recommendation					
	Total	Percent	Approval	Denial	Withdrawn	% Approval
Plan Amendments	11	6.4%	10	0	1	90.9%
Text Amendments	28	16.4%	28	0	0	100.0%
Rezonings	26	15.2%	24	0	2	92.3%
Special Exceptions	84	49.1%	70	10	4	83.3%
Street Closures	7	4.1%	7	0	0	100.0%
Development Certificates*	15	8.8%	14	1	0	93.3%
Total	171	100.0%	153	11	7	89.5%

*Includes Downtown, PCO, EBH, and BCGO Development Certificates, and Institutional Development Plans

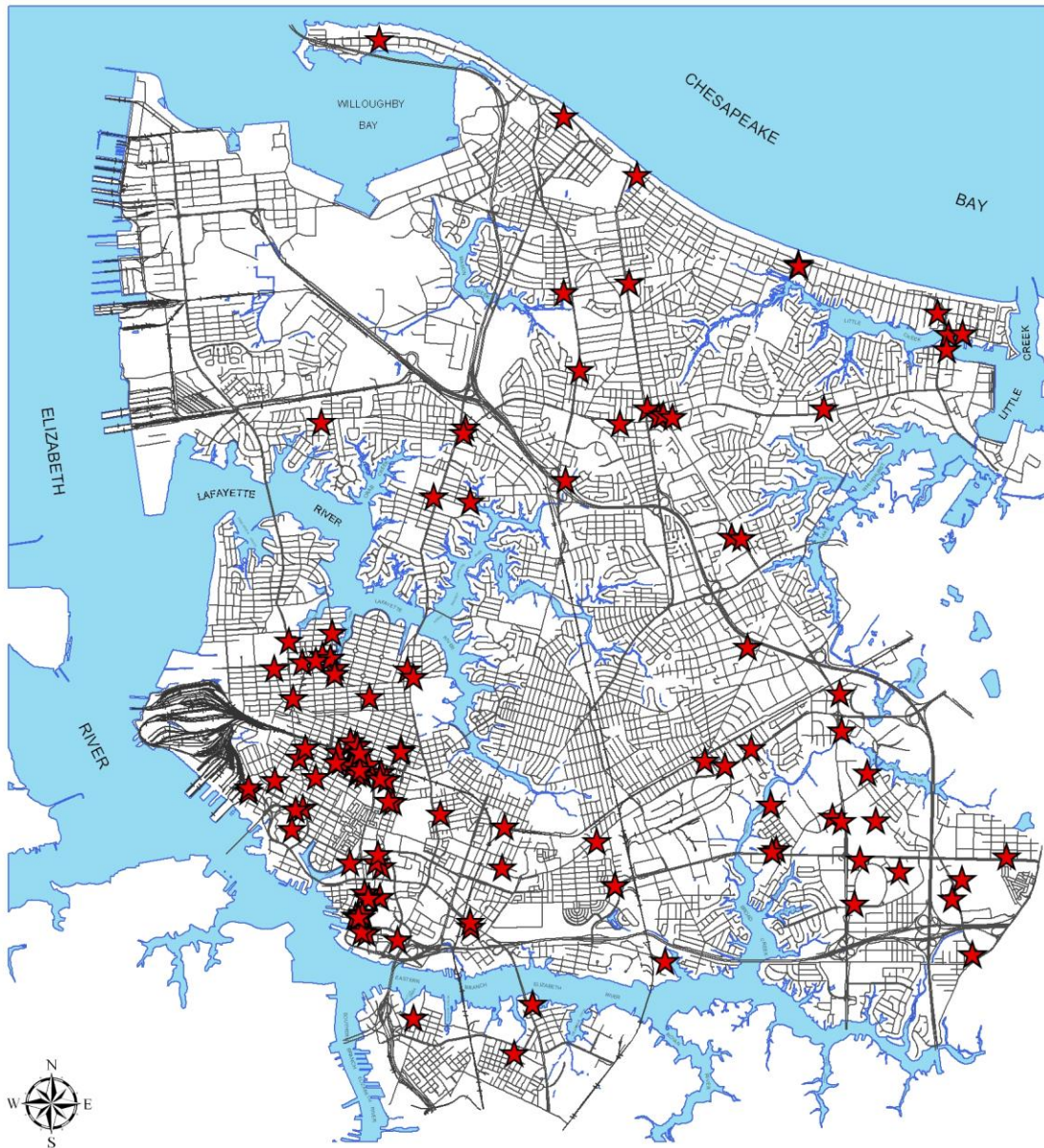


The Planning Commission recommended approval on approximately 90% of the applications it reviewed. Just over 6% of applications were recommended for denial, and 4% of applications were withdrawn before the Commission could make a recommendation. Each of the ten applications recommended for denial, and four of the seven withdrawn applications, were for a special exception.

Applications Reviewed in 2011 – Planning & Zoning

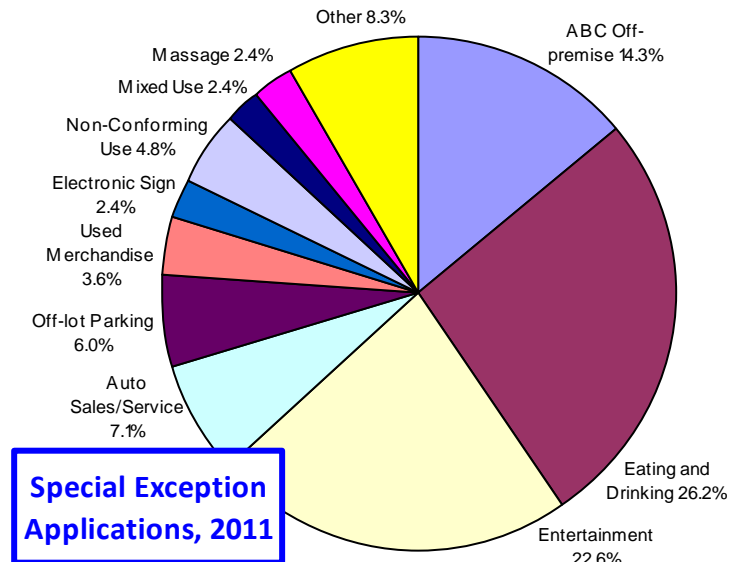
The map below illustrates the geographic distribution of planning and zoning applications reviewed by the Planning Commission in 2011. Not reflected on this map are the 14 items that affected the entire City and the 7 items that impacted all or part of a neighborhood.

Planning and Zoning Applications, 2011



Applications Reviewed in 2011 – Special Exceptions

Special exceptions are the most common type of applications considered by the Planning Commission, representing about half of all agenda items in 2011. The majority of these applications (63%) relate to the sale of alcoholic beverages, either for off-premise consumption, on-premise consumption, or as a part of an entertainment establishment. It is important to note, however, that 21 of those 53 applications (40%) were for amendments to previously approved special exceptions.



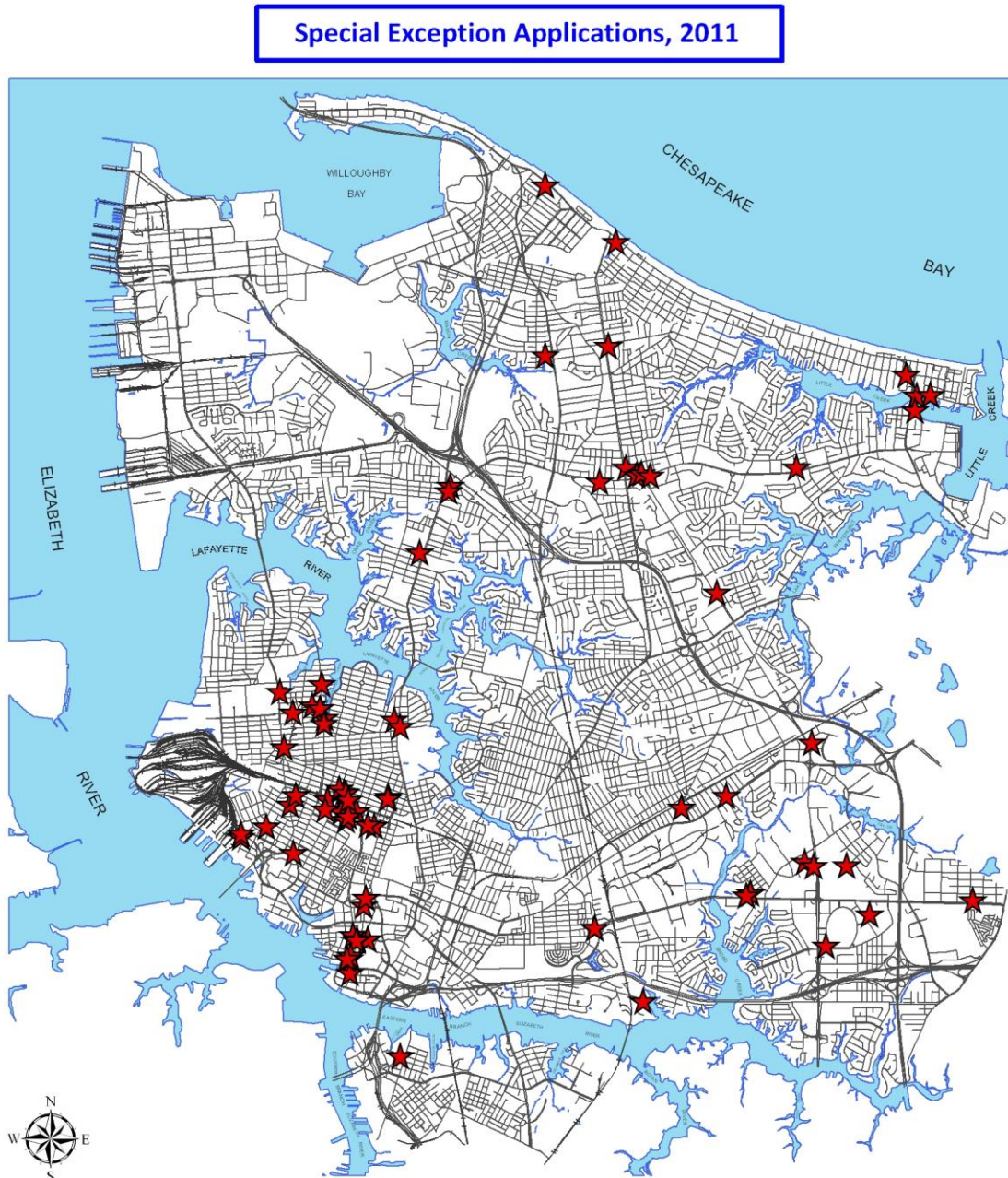
	Total	Percent	CPC Recommendation			% Approval
			Approval	Denial	Withdrawn	
ABC Off-premise	12	14.3%	10	2	0	83.3%
Eating and Drinking	22	26.2%	22	0	0	100.0%
Entertainment	19	22.6%	16	2	1	84.2%
Auto Sales/Service	6	7.1%	4	1	1	66.7%
Off-lot Parking	5	6.0%	5	0	0	100.0%
Used Merchandise	3	3.6%	1	1	1	33.3%
Electronic Sign	2	2.4%	0	2	0	0.0%
Non-Conforming Use	4	4.8%	3	0	1	75.0%
Mixed Use	2	2.4%	2	0	0	100.0%
Massage	2	2.4%	2	0	0	100.0%
Other*	7	8.3%	5	2	0	71.4%
Total	84	100.0%	70	10	4	83.3%

*Includes special exceptions for a dwelling unit above commercial, a car wash, a commercial drive-through, a communication tower, a gas station, a business operating after midnight, and a religious institution

As the above table illustrates, the remaining applications received in 2011 were divided among several categories ranging from automobile sales or service, to electronic changeable copy signs, to the expansion of a non-conforming use. Of the 84 special exception applications received, 83% were recommended for approval by the Planning Commission. Ten applications were recommended for denial and four were withdrawn prior to consideration by the Commission.

Applications Reviewed in 2011 – Special Exceptions

The map below illustrates the geographic distribution of special exception applications reviewed by the Planning Commission in 2011.



Applications Reviewed in 2011 – Initiated by City

A number of items reviewed by the Planning Commission annually are initiated by the City, either by City staff or by the Planning Commission. Of the 171 planning and zoning applications that were reviewed in 2011, 28 were initiated by the City. The following table reflects, by type, the items that were initiated by the City in 2011. All were recommended for approval by the Planning Commission.

CPC Action Type	Total Items	Initiated by City*	% by City
Plan Amendments	11	2	18.2%
Text Amendments	28	17	60.7%
Rezoning	26	3	11.5%
Special Exceptions	84	0	0.0%
Street Closures	7	4	57.1%
Development Certificates	14	2	21.4%
Total	171	28	16.4%

* Includes items initiated by the City of Norfolk or the City Planning Commission

Applications Reviewed in 2011 – Council Disposition

The following table reflects Norfolk City Council's actions relative to the Planning Commission's recommendations, by application type. Of the 164 items acted upon by the Planning Commission in 2011, 93% were recommended for approval. As of January 31, 2012, 85% of the 146 items considered by City Council were approved. An additional 18 items were awaiting Council consideration at that time.

	CPC Recommendation			City Council Resolution				
	Approval	Denial	% App.	Approved	Denied	Withdrawn	% App.	Pending*
Plan Amendments	10	0	100.0%	8	0	0	100.0%	2
Text Amendments	28	0	100.0%	19	0	0	100.0%	9
Rezoning	24	0	100.0%	21	0	0	100.0%	3
Special Exceptions	70	10	87.5%	69	2	5	90.8%	4
Street Closures	7	0	100.0%	7	0	0	100.0%	0
Development Certificates	14	1	93.3%	15	0	0	100.0%	0
Total	153	11	93.3%	139	2	5	84.8%	18

* These items had not been considered by City Council as of January 31, 2012.

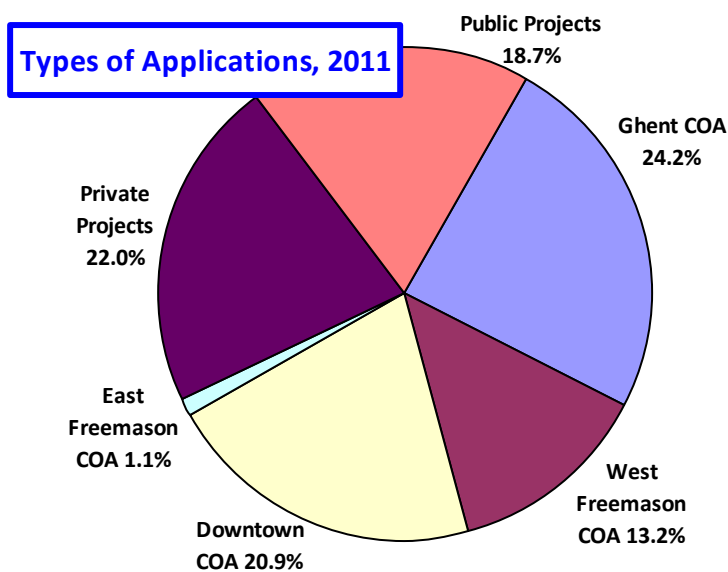
As the above table reflects, City Council generally agrees with the recommendation made by the Planning Commission. In cases where they differed, as of January 2012, City Council has approved six of the items recommended for denial. Primarily, these items were special exception applications, including one for an electronic sign, two for ABC off-premise sales, one for a gas station, and one for retail sales after midnight. City Council also approved a development certificate that had been recommended for denial.

Applications Reviewed in 2011 – Design Review

The Planning Commission reviewed 91 design review applications in 2011, approving 94.5%. Prior to consideration by the Planning Commission, each of these items was reviewed by the Design Review Committee. The Planning Commission and the Design Review Committee both recommended approval of 86 items. Three additional items recommended for approval by the Design Review Committee were denied by the Planning Commission. One of those items, a Ghent COA (Certificate of Appropriateness) at 615 Boissevain Avenue, was ultimately approved by City Council upon appeal, meaning that 87 design review items were ultimately approved in 2011.

	Total	Percent	Approved	Denied	Withdrawn	% Approved
Ghent COA*	22	24.2%	19	3	0	86.4%
W. Freemason COA*	12	13.2%	11	1	0	91.7%
Downtown COA*	19	20.9%	19	0	0	100.0%
E. Freemason COA*	1	1.1%	1	0	0	100.0%
Private Projects	20	22.0%	19	1	0	95.0%
Public Projects	17	18.7%	17	0	0	100.0%
Total	91	100.0%	86	5	0	94.5%

* Certificate of Appropriateness

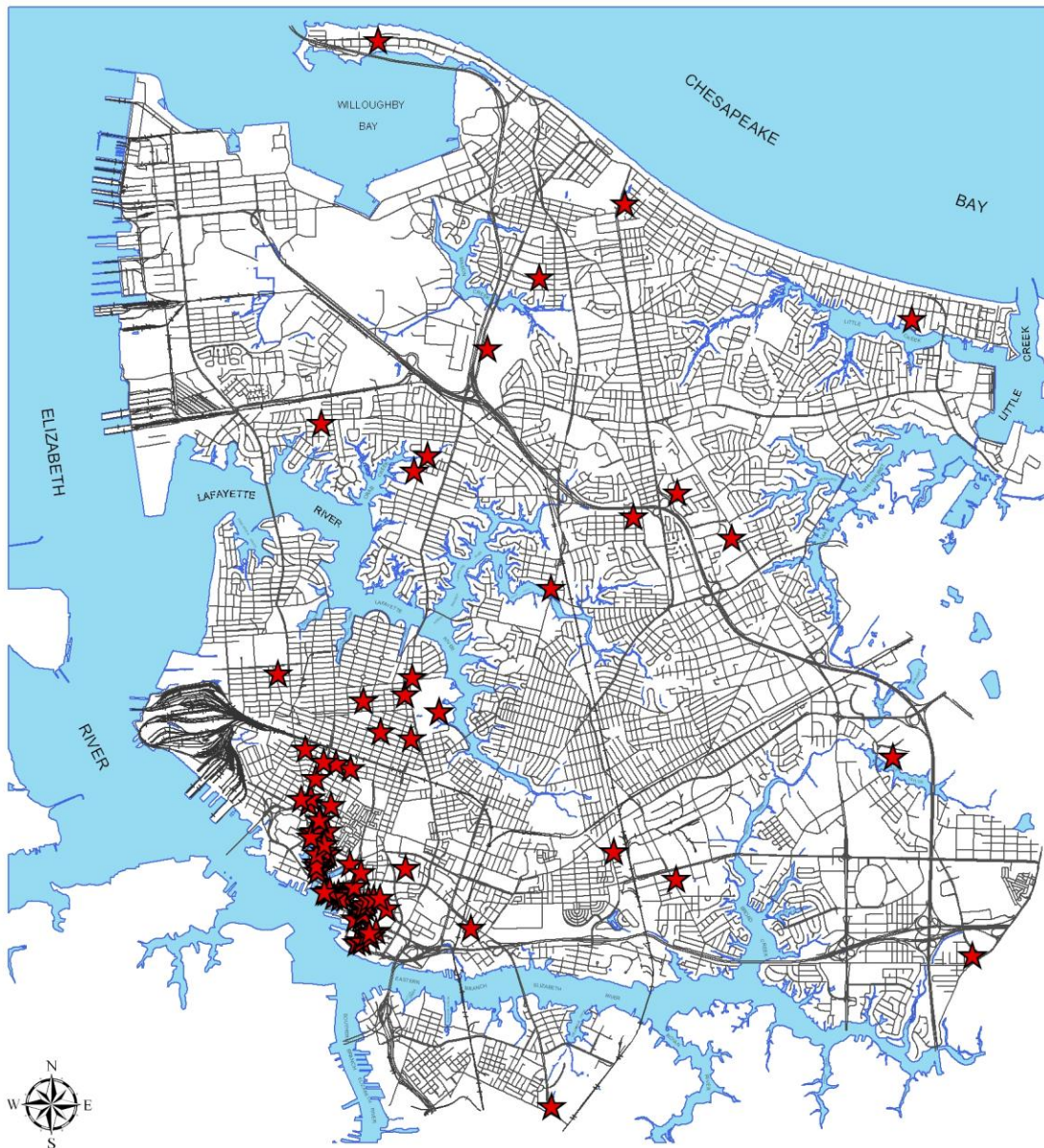


Design review applications were relatively evenly distributed among multiple categories in 2011. Certificates of Appropriateness (COA) for Ghent (24%) were the most common applications, followed by private projects (22%), Downtown COAs (21%), public projects (19%), and West Freemason COAs (13%). Only one East Freemason COA was issued in 2011.

Applications Reviewed in 2011 – Design Review

The map below illustrates the geographic distribution of design review applications reviewed by the Planning Commission in 2011.

Design Review Applications, 2011



The Planning Commission continued to oversee the preparation of two major land use plans in 2011 – the Norfolk General Plan Update *plaNorfolk 2030* and the *St. Paul's Area Plan*.

Young Terrace

Calvert Square

Queen Street Baptist

First Baptist

St. John's AME

Fire Station

Wood Street

Church Street

USPS

Christ Pentecostal

Tidewater Park Elementary School

Mariner Street

Hunton YMCA

Public Schools Administration

St. Mary's

St. Paul's Boulevard

Market Street

Chapel Street

E. Charlotte Street

E. Freeman Street

E. City Hall Avenue

E. Boulevard

Tidewater Drive

Tidewater Gardens

The City's first major comprehensive plan update since the completion of the *General Plan of Norfolk* in

plaNorfolk 2030